

CITY OF GILLETTE PLANNING COMMISSION
MINUTES OF THE REGULAR MEETING
City Council Chambers ~ City Hall
August 23, 2016 ~ 7:00 p.m.

PRESENT

Commission Members Present: Chairman Clark Sanders, Bill Ellingson, Brenda Green, Jim Nielsen, Cindy Reardon, Todd Mattson and Jennifer Thomas

Commission Members Absent: None

Staff Present: Dustin Hamilton, Director of Development Services; Mike Cole, Planning Manager; Natalie Buchwald, Planner; Jill McCarty, Administrative Assistant; and Carol Best, Administrative Assistant

CALL TO ORDER

Chairman Clark Sanders called the meeting to order at 7:00 p.m.

APPROVAL OF THE MINUTES

A motion was made by Jennifer Thomas and seconded by Cindy Reardon to approve the Pre-Meeting Workshop and Regular Meeting Minutes of the City Planning Commission Meeting of July 26, 2016. Motion carried 7/0.

16.036SFP – FINAL PLAT – Resubdivision of Lots 1B & 2L, Tract E of Sunburst Subdivision No. 4 & Vacated 60' ROW

Mike Cole presented Case No. 16.036SFP. The applicant, Nelson Brothers Mining Services, LLC, is proposing an adjustment in lot line boundaries by resubdividing Lots 1B & 2L, Tract E of Sunburst Subdivision No. 4, and incorporating a Vacated 60 foot piece of Right-of-Way adjacent to Wyoming State Highway 59. They are also creating a new lot with this resubdivision located generally located north of the Maverick on Shoshone Avenue and south of the Tractor Supply store on Hwy 59. The affected property is located in the C-1, General Commercial Zoning District. An existing warehouse and office are located within proposed Lot 1C, Lot 2M and Lot 2N are vacant.

The City of Gillette approved Ordinance No. 3820 on May 20, 2014. Ordinance No. 3820 vacated a 60 foot portion of Right-of-Way adjacent to the west lot lines of what is now Lot 1A & Lot 1B of the Resubdivision of Lot 1, Tract E, Sunburst Subdivision No. 4. This vacation occurred with the stipulation that the vacated portions of Right-of-Way would be replatted and incorporated into the adjacent lots and that a General Utility Easement shall be granted for the entire portion of the vacated 60 foot Right-of-Way.

Likewise, the City of Gillette approved Resolution No. 2467 on June 17, 2014. Resolution No. approved and authorized the Final Plat that consolidated the 60' vacated ROW into the adjacent lots. For whatever reason, this Final Plat was never signed by the applicant or the affected landowner. Because this plat was not signed, it was not recorded with the County Clerk.

Now, the applicant is requesting approval of the attached plat for ownership purposes.

In order to keep the City's Ordinance(s), Resolution(s) and County Clerk title records clean, City Staff recommends the Final Plat authorized per Resolution No. 2467 be signed and recorded with the

County Clerk, incorporating all Planning Requirements, prior to recording the Plat for this particular case.

Chairman Sanders asked if there were any questions or comments. There were none.

Cindy Reardon made a motion to approve said case. Jim Nielsen seconded the motion. Motion carried 6/0/1 with Chairman Sanders abstaining.

16.037SFP – FINAL
PLAT – Lots 1A & 1B,
Town Center
Subdivision

Case No. 16.037SFP was presented by Mr. Cole. TC1 (the applicant) is requesting to subdivide Lot 1 of the Town Center Subdivision, creating two new lots.

The Town Center Subdivision was approved by the City Council per Resolution No. 2521 on June 16, 2015. Existing Lot 1 is located immediately north of Lakeway Road and immediately west of KG Avenue (immediately west of Menard's). The area of existing Lot 1 is 12.223 acres and is currently zoned C-1, General Commercial Zoning District.

Proposed Lot 1B (2.073 acres) will contain the new Sportsman's Warehouse store and the parking/loading area(s) associated with this store. Proposed Lot 1A (10.15 acres) is undeveloped. Both proposed lots will continue to have access from Town Center Drive, which is dedicated as a Public Access Easement, maintained by the property owners.

Chairman Sanders asked if there were any questions or comments. Bill Ellingson asked if the 'peninsula' on the northern side of the lot would create any issues in the future. Dick Doyle, Doyle Surveying, Inc, agent for the applicant, responded that he will be consulting with the applicant and they are planning to square the peninsula off and include it as part of the other lot.

Jennifer Thomas made a motion to approve said case. Bill Ellingson seconded the motion. Motion carried 7/0.

16.038SFP – FINAL
PLAT – Lots 1 & 2,
Betcher Subdivision

Mr. Cole presented Case No. 16.038SFP. Mr. Curtis Betcher, et al (the applicant) is seeking approval of a Minor Final Subdivision Plat that will create two (2) lots for future development purposes. The area of the proposed subdivision is 23.231 acres and is located southwest of the intersection of Shoshone Avenue & Butler Spaeth Road. The proposed subdivision includes the Betcher Annexation tract and Tract C, of Moon Shadow No. 2. The City Council approved the Betcher Annexation per Ordinance No. 3866 on August 18, 2015. The rezoning of Tract C, of Moon Shadow No. 2 was approved by the City Council per Ordinance No. 3899 on August 2, 2016.

Upon approval of the enclosed Subdivision Plat, Lot 1 (11.936 acres) will have a zoning designation of C-3, Business/Services District and Lot 2 (11.295 acres) will have a zoning designation of I-1, Light Industrial District.

Both proposed lots are adjacent to a City street. However, an existing

regional drainage detention area is located within NE corner of proposed Lot 2. The existing regional drainage detention area might affect access to Lot 2 from a City street.

The property is currently vacant. The proposed subdivision is surrounded by a mix of uses including industrial, commercial, and residential. The owner(s) request approval to subdivide in anticipation of future development.

Chairman Sanders noted that there is not a utilities easement on the proposed subdivision, and stated that while it is normally not part of the process at this stage, wondered that since the lots are quite a distance from current utility hookups how that will be addressed. Mr. Cole responded that in this instance it will be left to the discretion of the applicant. Staff was more concerned about the access easement into Lot 2. An access and general utilities easement could be created should utilities need to be accessed between the two lots. Chairman Sanders asked Mr. Dick Doyle, Doyle Land Surveying, Inc., agent for the applicant, if a General Utility Easement could be created to ensure public utilities could be provided in the future lots. Mr. Doyle affirmed that this could be completed. A utility plan would be developed with a site plan or development plan is submitted.

Chairman Sanders asked if there were any questions from the Planning Commission or the audience. There were none.

16.039SFP - FINAL
PLAT – Aspen Heights
Addition

Todd Mattson made a motion to approve said case. Jim Nielsen seconded the motion. Motion carried 7/0.

Case No. 16.039SFP was presented by Mr. Cole. Leitzke Investments, the applicant, is proposing a three (3) lot subdivision located south of Crow Avenue (south of the Divis Subdivision) and north of the City's water tank on Southern Drive.

The area of the proposed subdivision is 4.99 acres. The proposed Lot 1 (0.5 acres) will be located within the R-2, Single & Two Family Residential District. Proposed Lot 2 (2.14 acres) and Proposed Lot 3 (2.35 acres) will be located within the C-1, General Commercial District.

The applicant will be responsible to construct a private driveway for access to the proposed commercial lots from Southern Drive at the time development occurs on the commercial lots. Access to the commercial lots from Crow Avenue will not be provided. Access to the residential lot will be provided from Crow Avenue.

The City Council will consider the Aspen Heights Annexation Plat and related zoning on third and final reading during their meeting on September 6, 2016. The proposed subdivision plat will be finalized and recorded after the annexation is complete.

Natalie Buchwald stated that there was one comment from surrounding neighbors in the Divis Subdivision just to the north of the proposed addition, who were concerned about the access to the new addition from Crow Avenue. They were assured that the only access to the new addition will be to the residential lot on the north side of the addition. Commercial

access will be from Southern Drive on the south side and will not be allowed from Crow Avenue.

Chairman Sanders asked if there were any questions. There were none.

OLD BUSINESS

Jim Nielsen made a motion to approve said case. Bill Ellingson seconded the motion. Motion carried 7/0.

NEW BUSINESS

None

Mike Cole reported that there were no new development submittals in August, therefore the regularly scheduled Planning Commission meetings for the month of September will be canceled.

DIRECTORS REPORT

None

ADJOURNMENT

The meeting adjourned at 7:20 p.m.

Minutes taken and prepared by Carol Best, Administrative Assistant.